

**KOOCHICHING SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD MEETING  
COURTHOUSE BASEMENT CONFERENCE ROOM  
715 4<sup>TH</sup> STREET \* INTERNATIONAL FALLS \* MN \* 56649  
MONDAY, JUNE 1, 2015**

Members Present:	Ralph Lewis	District I
	George Aitchison	District II
	Eldon Voigt	District III
	Richard Dreher	District IV
	Al Linder	District V
Others Present:	Pam Tomevi	District Administrator
	Eric Olson	District Technician
	Jolén Simon	Program Coordinator
	Kelly Voigt	District Conservationist
	Kevin Adee	County Commissioner
	Chad Severts	BWSR Board Conservationist
	Tom Schultz	Area VIII Director/Wadena SWCD Supervisor

Chair Aitchison called the meeting to order at 7:00 p.m.

- 2015/6-1 Motion by Lewis, seconded by Dreher to approve the agenda.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**
- 2015/6-2 Motion by Lewis, seconded by Voigt to approve the minutes dated May 4, 2015 as distributed.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**
- 2015/6-3 Motion by Voigt, seconded by Lewis to approve the Treasurer's Reports ending April 30, 2015 as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**
- 2015/6-4 Motion by Voigt, seconded by Lewis to approve Accounts Payable in the amount of \$9,806.26 (details on file).  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Guest Introductions:**

Chad Severts of BWSR and Tom Schultz of Wadena SWCD/MASWCD Board were introduced as guests. Both reported on the buffer bill status updates and answered questions regarding possible bill and funding that may come to each SWCD as a result of it.

**Supervisor Reports:**

Voigt reported on his attendance at the MN SWCD Forestry Association meeting and discussed that there will be no changes to SFIA this year.

Aitchison reported on his attendance at the Little Fork/Rat Root River Board meeting and discussed future tree planting on the Rat Root River. SWCD staff will update board on the date in August when this planting occurs.

Lewis reported on his attendance at the Rainy/Rapid River Board meeting. Discussion included the sturgeon population, drought update, and water level update.

**NRCS Report:**

See attached. Discussion also included a cost-share program for landowners to receive gypsum product and that Voigt will assist in setting up a public meeting regarding Golden Winged Warbler.

**District Administrator Report:**

See attached.

**District Technician Report:**

See attached.

**District Technician Assistant Report:**

See attached.

**Program Coordinator Report:**

See attached.

**NEW BUSINESS:**

**Area VIII Resolutions:**

Supervisors reviewed a resolution proposed by the Lake of the Woods SWCD and will continue to monitor the legislative session items, including the proposed buffer bill and SWCD allocations.

**2015/6-5 Motion by Voigt, seconded by Lewis to approve the 2014 audit bid submitted by Michael Peterson, CPA of Peterson Company Ltd. as presented.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Cooperative Purchasing Venture (CPV) Membership Application:**

**15/6-6 Motion by Voigt, seconded by Dreher to authorize the district administrator to apply for membership.  
Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Upcoming Meetings/Trainings:**

Discussed and reviewed the following upcoming event attendance:

- Northern Landscape Committee Meeting – June 3 in International Falls

**2015/6-7 Motion by Voigt, seconded by Linder to authorize the following meeting and event attendance:**

- District administrator, Lewis, Aitchison, Voigt, Dreher, and Linder to attend the Area VIII Resolution Meeting June 5 in Bemidji
- District technician assistant and program coordinator to rent a booth and attend/display at the 2015 Northern MN District Fair July 10-12 in Littlefork.

**Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.**

**Permits:**

Board discussed DNR Waters Permit #2015-1611.

**General Business:**

Discussion included the possible purchase of a used truck or SUV to assist with the increasing water monitoring responsibilities; various publications were distributed for review.

**Confirm Next Meeting Date:**

The next regular meeting of the Koochiching SWCD will be held on Monday, July 6 at 7:00 p.m. in the courthouse board meeting room.

Adjourn Meeting:

2015/6-7

Motion by Linder, seconded by Lewis to adjourn the meeting at 9:00 p.m.

Voting yes: Lewis, Aitchison, Voigt, Dreher, and Linder. Motion carried.

Submitted by:

Al Linder  
Board Secretary, Al Linder

7/6/15  
Date

Approved:

George Aitchison  
Board Chairman, George Aitchison

7/6/15  
Date



Natural Resources Conservation Service  
119 1<sup>st</sup> Avenue NW, PO Box 217  
Baudette, MN 56623-0217

Phone: (218) 634-2757  
FAX: (218) 634-1726

---

**District Conservationist Report  
Koochiching SWCD board meeting  
June 1<sup>st</sup>, 2015**

**Conservation Stewardship Program (CSP)**

Three out of our 5 CSP applications were funded. One beginning farmer (pasture and hayland) and two forestry. Field checks were completed. We are waiting for a software fix to complete the obligation process.

Including these, there are 50 active CSP contracts.

**Environmental Quality Incentives Program (EQIP)**

One tree planting project has been completed this spring.

There are 15 active EQIP contracts.

**Performance Summary - Field Measures  
Minnesota - Koochiching – May 2015**

Performance Summary - Field Measures	Fiscal Year Goal	Total Progress	Progress Percent
0.10 - Conservation plans written (Ac.)		2604	
0.20 - Watershed or area-wide conservation plans developed (No.)		.	
0.30 - Stewardship plans written (Ac.)			
1.10 - Cropland with conservation applied to improve soil quality (Ac.)			
1.11 - Cropland with conservation applied to improve soil health and sustainability (Ac.)			
1.13 - Cropland with an applied Soil Health Management System (SHMS) (Ac.)			
2.10 - Land with conservation applied to improve water quality (Ac.)		923	
2.11 - CNMP written (No.)			
2.12 - CNMP applied (No.)			
2.20 - Land with conservation applied to improve irrigation efficiency (Ac.)			
2.26 - Land with conservation system applied to improve agricultural irrigation water management (Ac.)			
3.11 - Grazing land with conservation applied to protect and improve the resource base (Ac.)		538	
3.12 - Grazing land with a conservation system applied to achieve a sustainable forage-animal balance (Ac.)		477	
3.21 - Non-Federal land with conservation applied to improve fish and wildlife habitat quality (Ac.)			
3.23 - Conservation applied on land being actively managed for wildlife habitat (Ac.)			
3.30 - Wetlands created, restored or enhanced (Ac.)			
3.40 - Forest land with conservation applied to protect and improve vegetative condition (Ac.)		399	
6.90 - Conservation Applied to improve Environmental Quality (Ac.)		974	

# Koochiching SWCD District Administrator Report

May 2015

## **Boise Wood Ash:**

- Landowner assistance re: spreading in Northome; contractor permit review

## **BWSR Cost-Share:**

- GIS erosion site mapping/contractor assistance re: hospital project; well sealing assistance in Littlefork

## **County Projects:**

- Meetings with Commissioners re: new grant opportunities/Bartlett Lake project; NWI mapping assistance for IT/Assessor; ISTS form review

## **CPL Rat Root River:**

- Contractor meeting re: log jam removal; contractor final payment on riffle construction; staff coordination on erosion blanket installation; budget update and prep for final grant invoice

## **District Programs:**

- Board meeting prep/attendance/follow-up items; Board minutes/agenda; software updates; website maintenance; Forest Stewardship assistance re: SFIA; FTP server setup; tree program wrap-up/customer assistance; laptop configurations w/USDA; office visit-BWSR BC

## **Financial/Administration:**

- Calendar update/time tracking; Payroll; PERA; FWT/SWT; bank statement reconciliation; QB transactions; Treasurer Report; Accounts Receivable; Accounts Payable, budget updates; bank deposits/online banking; staff meetings; file/record maintenance; general phone/mail/email

## **MPCA Contracts:**

- Review/comment on Draft Little Fork Watershed TMDL report; updates/tracking/invoicing for all contracts; IWAC meeting notice/agenda;

## **NRBG:**

- GIS storymap prep for Rainy-Lake of the Woods Tour of the Basin; EnviroScape review for Outdoor Education Days; NRCS office day; MFRC discussion re: PFM contracts/Northern Landscape Committee assistance

## **NSL CPL Conifer Enhancement:**

- Grant tracking/budget update; Contractor bids/invoices, site selection updates; communications with DNR/contractors, budget reviews and updates

## **NSL CPL Orr Area Trout Stream:**

- Grant tracking/budget update

## **NSL SWCD:**

- Staff training and support; QuickBooks cleanup/adjusting entries; invoice prep; board meeting prep/attendance/follow-up; meeting with Sportsmen's Club of Lake Vermilion re: AIS

Submitted by:

Pam Tomevi

District Administrator

# District Technician Report

## May 2015

### WCA

- Talking to ESD on notices for upcoming projects and decisions with other agencies.
- Assisting landowners with permit process and identifying areas of wetlands on possible wetland properties in the area.
- Working with DNR, BWSR, and ACOE on possible wetland violation status and getting information on permits and actual project implementation.

### Wood Ash

- Writing permits and assisting landowners with process/working with DH contracting.
- Holding/not receiving any more long permits due to the amount of permits that are already out there pending and amount of workload for the contractor. I will continue permitting long fields when improvements are made and fields are caught up on spreading and hauling.

### Water Quality

- Continued sampling and yearly training.
- Data entering and revisions to PCA.

### Cost Share

- Looking at potential projects and timing along with current budget.

### LWM

- Working with Northome citizens and members on grant guidance/collaboration for Bartlett Lake nutrient reduction plans.
- Attended the Littlefork/Rat Root River board meeting.
- Hazard waste cleanup at transfer station with environmental services.

### Rat Root River Project

- Final inspection and place curlex fabric with willow staking on areas that are susceptible to erosion.
- Spending final grant dollars on log jam removal with local contractor, contract is near finished.

### Miscellaneous

- Work with tech. assistant on binational story map and continuing to work with Canadian agencies involved with the project.
- Orr trout stream work with DNR fisheries and setting temperature loggers in designated streams.

Submitted by: Eric Olson

# District Technician Assistant Report

## May 2015

### Water Quality

- WPLMN pre sample prep
- Conference call

### LWM

- Climatology data entry.
- Shoreland management

### RRR

- RRR Erosion control

### MPCA CE

- Binational Mapping Project

### NSL SWAG

- Sampling lakes (1 time) and streams (2 times)
- Get Sampling equipment ready
- Plan sampling

### MPCA NSL CE

- Met with Sportsman Club of Lake Vermilion
- Recruit volunteers for monitoring
- Watershed sampling talk with Project Manager from MPCA
- Biological Stressor identification work

### AIS

- General AIS meetings with Dale Olson
- AIS Spring Fishing Survey data entry
- International meeting prep/set-up
- NSL AIS Plan meeting
- AIS Subcommittee conference call with Canadians

### Miscellaneous

- Emails, office work, meeting prep, walk-ins

Submitted by: Sam Soderman



# **Koochiching SWCD Program Coordinator Report**

## **May 2015**

### **Local Water Management**

- Climatology data entry and mail forms to U of M/report hours to NRCS
- Board meeting items
- Planning/coordinating/implementing Environmental Education days (May 20-21)
- Envirothon and followup
- Attended Little Fork River Board Meeting, updated on SWCD and MPCA happenings
- Assist Environmental Services Department with Household Hazardous Waste Collection

### **MPCA Civic Engagement**

- Phone conferences for planning with MPCA Project Manager
- Reporting/Evaluation
- Reviewed Little Fork River TMDL and provide input
- Reviewed future project planning
- Worked on organizing and wrapping up some reporting and evaluation
- Worked on SSTS forms with Environmental Services
- Assisted with Story Map creation

### **Loise Wood Ash**

- End User Forms sent, and up to date
- Customer assistance
- Update summary, hauling reports and spreading reports
- Update quarterly reports
- Make calls to landowners for spreading and hauling follow-up
- Contractor meeting with DH via phone

### **District Programs**

Customer walk-in general assistance, team meetings, plat book customer assistance and mailings, invoicing, board meeting prep, minutes, board meeting, timesheet updating, email cleanup, assist with tree program, website maintenance, comp time used, vacation

Submitted by:  
Jolén Simon  
Program Coordinator